

**KENTUCKY BOARD OF HOME INSPECTORS**  
**MEETING MINUTES**  
**October 14, 2014**

A meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on October 14, 2014.

**MEMBERS PRESENT**

Mitch D. Buchanan, Chairman  
Robert P. Johnson  
James A. Chandler, Vice Chairman  
Mark G. Oerther  
Ken Fister

**OCCUPATIONS AND PROFESSIONS STAFF**

Diana Jarboe, Board Administrator  
Gordon Slone, O&P Executive Director

**OFFICE OF THE ATTORNEY GENERAL**

Brian Judy, Office of the Attorney General

**MEMBERS ABSENT**

Kevin Farris

**GUESTS**

Don Gaines, A-Pass Weikel  
Steve Keeney, PLI 4U  
Bud Wenk, KREIA  
Charles Wall  
Ed Cotterell, licensure applicant  
Michael Green, Home Inspector  
Michael Patton, Home Inspector  
Robert Burt, COT Representative

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**CALL TO ORDER**

Mitch Buchanan, Board Chairman, called the meeting to order at 10:45 a.m.

**MINUTES**

A motion was made by Mr. Oerther to approve the meeting minutes from September 16, 2014. Mr. Chandler seconded that motion and it carried.

**MONTHLY FINANCIAL REPORT**

The financial statement for the month ending September 30, 2014 was reviewed by the Board.

**LICENSURE STATUS REPORT**

The licensure report was reviewed. There are currently 375 licensed Home Inspectors.

**BOARD COUNSEL REPORT**

Mr. Judy reviewed the four public comments received regarding the regulations submitted to LRC.

Mr. Oerther motioned for the Board to continue, as is, with the filing of 815 KAR 6:100 Section 1(1). Mr. Chandler seconded the motion and the motion carried unanimously.

Mr. Chandler motioned for the Board to continue, as is, with the filing of 815 KAR 6:100 Section 1(2). Mr. Buchanan seconded the motion and the motion carried unanimously.

Regarding 815 KAR 6:010 Section 1(1)(f) and (9)(a), Mr. Oerther motioned for the Board to require a national background check and a KY State Police background check for initial licensure applicants. Mr. Buchanan seconded the motion and the motion carried unanimously.

Mr. Oerther motioned for the Board to continue, as is, with the filing of 815 KAR 6:030. Mr. Chandler seconded the motion and the motion carried unanimously.

Mr. Buchanan motioned for the Board to continue, as is, with the filing of 815 KAR 6:030 Section 2(8). Mr. Johnson seconded the motion and the motion carried unanimously.

Mr. Oerther motioned for the Board to continue, as is, with the filing of 815 KAR 6:090 Section 3(d). Mr. Buchanan seconded the motion and the motion carried unanimously.

Mr. Buchanan motioned for the Board to continue, as is, with the filing of 815 KAR 6:090 Section 3(3). Mr. Johnson seconded the motion and the motion carried unanimously.

The Board discussed the comments received regarding 815 KAR 6:040 and agreed to continue, as is, with filing.

The regulations were ultimately deferred for one month, allowing time for further editing.

### **OCCUPATIONS AND PROFESSIONS REPORT**

Ms. Jarboe reported the current events of O&P including the significant errors involved with the on-line license renewal system, a new vacancy for an Administrative Specialist II within the Fiscal Section, and I-9 forms that are now required by all newly appointed Board members.

Mr. Burt attended the meeting at the request of the Board to discuss/demonstrate the process of online renewal for home inspectors. Mr. Burt also announced to the Board members that the last six numeric digits of the new 14 alpha-numeric license numbers are unique to a specific home inspector and can be used alone for all identification and advertising purposes.

### **NEW BUSINESS**

Mr. Slone reported there have not yet been any appointments to the KBHI.

Mr. Wall attended the meeting to address his concerns of questions included on the national exams required for licensure that are unrelated to the training and practice of home inspectors in Kentucky. The Board informed Mr. Wall that this issue is currently being discussed and there will be further investigating of the exam options for licensees.

### **EDUCATION COMMITTEE REPORT**

Mr. Buchanan motioned to approve the following:

NAHI - Continuing Education Provider

NAHI CE course applications:

- Understanding Residential Cooling Systems, 3 hours
- Understanding Residential Electrical Systems and Appliances - 3 hours
- Understanding Residential Heating – 3 hours
- Understanding Residential Interiors, 3 hours
- Understanding Residential Plumbing, 3 hours
- Understanding Residential Roofing and Exteriors, 3 hours

- Understanding Residential Structures, 3 hours

Mr. Chandler seconded the motion and the motion carried.

Mr. Fister motioned to approve the following:  
Inspector USA/InterNACHI - Continuing Education Provider

Inspector USA/InterNACHI CE course applications:

- The Home Inspection, Its Role in the Kentucky Real Estate Process, 3 hours
- A Guide to Architectural House Styles, 3 hours
- Inspecting Kitchen Appliances, 1 hour
- Inspecting Manufactured Homes, 3 hours

Mr. Oerther seconded the motion and the motion carried.

Mr. Buchanan motioned for the Board to revoke the approval of A-Pass Weikel as a Pre-Licensing provider due to lack of providing evidence of a \$50,000.00 surety bond required by 815 KAR 6:040 Section 2(1)(d). Mr. Chandler seconded the motion and the motion carried.

Mr. Chandler motioned to amend the CE hours, previously approved, for the following three courses offered by AHIT:

- Kentucky Standards of Practice - 3 hours
- Report Writing for Risk Reduction – 3 hours
- Advanced Electrical Systems – 3 hours

Mr. Oerther seconded and the motion carried unanimously.

### **APPLICATIONS COMMITTEE**

Prior to the Board meeting, the Board's Applications Committee interviewed Michael English, Home Inspector, regarding the home inspection report submitted with his renewal application. The Board made recommendations for Mr. English to include with inspection reporting to better satisfy the requirements of his standard of practice.

The Applications Committee recommended the following:

- Renewal applications to be approved –Richard Bartholomew, William Box, Mitchell Buchanan, Steve Brad Butcher, Charles Collins, William Davis, Gregory Eckert, Michael English, Wesley Faust, Mark Garr, Randy George, Alec Hardy, Michael Hesterberg, Travis Huber, Mark Hunter, Timothy Jackson, Clifton Keaton, Mark Oerther, Michael Patton, Robert Poynter, Jesse Robertson, Donald Rust, Jarred Simpson, Travis Spidel, John Thomsen Larry Tucker, and Brian Witty.
- Gary Tout - renewal application approved, applicant requested to appear before the Board to discuss the inspection report as submitted with his renewal application.
- Maurice Drummey - renewal application approved pending receipt of a Ohio State background check.
- Terence Medley - renewal application approved pending receipt of a KY State police background check.
- Robert Oliver - renewal application deferred, applicant requested to appear before the Board to discuss the inspection report as submitted with his renewal application.

- Steven Williams - renewal application deferred due to online renewal problems, all renewal documentation is requested to be submitted by mail.
- Initial licensure application(s) to be approved – Edward Cotterell, Jeffrey Harp, Robert Hiles, Todd King, and Michael Kittner.
- Steven Clark – initial licensure application deferred, additional information requested.

Mr. Johnson motioned to accept the recommendations from the Applications Committee. Mr. Oerther seconded the motion and the motion carried.

### **COMPLAINTS COMMITTEE**

There was no report from the Complaints Committee this month.

The following cases are ongoing:

- Romancik
- 2013-05
- 2014-01
- 2014-02
- 2014-06
- 2014-07
- 2014-08
- 14-KBHI-0251

### **TRAVEL AND PER DIEM**

Mr. Chandler made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Buchanan, carried.

### **NEXT MEETING**

The next meeting is scheduled for Thursday, November 13, 2014 at 10:30am at the Office of Occupations and Professions in Frankfort, KY.

### **ADJOURNMENT**

Mr. Buchanan made a motion to adjourn at 12:45 p.m. The motion was seconded by Mr. Oerther and carried.